

# **Train to Gain – recording of unfunded learners**

## **For: Information and Action for 09/10 academic year**

**Update: 20 July 2010**

The Skills Funding Agency (the Agency) would like to confirm the existing policy on the recording of unfunded learners on the Train to Gain programme.

1. The Agency will not increase the contracted Train to Gain (TTG) Maximum Contract Value (MCV) for any provider<sup>1</sup> for the 2009/10 academic year.
2. Providers should not recruit learners where the contracted MCV has been or would be breached.
3. An unfunded learner is a learner that is not directly funded by the Agency.
4. Once a learner commences learning and is not funded by the Agency they CANNOT become funded at a later date, that is an unfunded learner must not at a future time be entered on to a provider's ILR or have their funding status changed when funding becomes available, for example when a new academic year begins.
5. Any unfunded learners included in an ILR between April 2009 and July 2010 must remain unfunded throughout their programme of learning, and should continue to be recorded as such on the ILR.
6. Depending on the type of provider the required action differs;

### **ACTION - Recording a Learner as Unfunded Via the ILR**

#### ***Colleges***

7. Where an MCV has or will be exceeded any new learners must have their ILR reflect their unfunded status by populating field A10 with code '99'.

#### ***Training Organisations and employers***

8. Delivery of Train to Gain that would result in a provider exceeding their contracted MCV should not be reported to the Agency for funding purposes as it will not be paid. In addition, reporting learners that cannot be funded risks disadvantaging the provider in the early part of the 2010/11 academic year and the Agency is keen to avoid this.
9. Only that activity which can be funded within the current contracted MCV should be reported on the ILR for funding. Providers must not send records for learners on unfunded Train to Gain provision in their monthly ILR data return.

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<sup>1</sup> 'Provider' meaning a College; Training organisation or employer

10. Training organisations and employers must not submit an ILR for non Agency funded learners, therefore in these circumstances the record is to be removed completely.

### **2010/11 Academic Year**

11. Providers should also be aware that the policy on unfunded learners applies to new starts in the 2010/11 academic year. This is in line with the flexibilities announced in Guidance Note 4 as the Train to Gain contract value cannot be increased or exceeded.
12. The *information authority* sets and regulates data and collection standards for further education and training provision in England. Detailed guidance on the completion of and coding for ILR fields are contained within the ILR Specification and Employer Responsive Provider Support Manual both of which are available via the Downloads section of *the information authority* website:  
<http://www.theia.org.uk/downloads/ilrdocuments/>